

Microsoft 365 Office installation – PC

2023/6/15



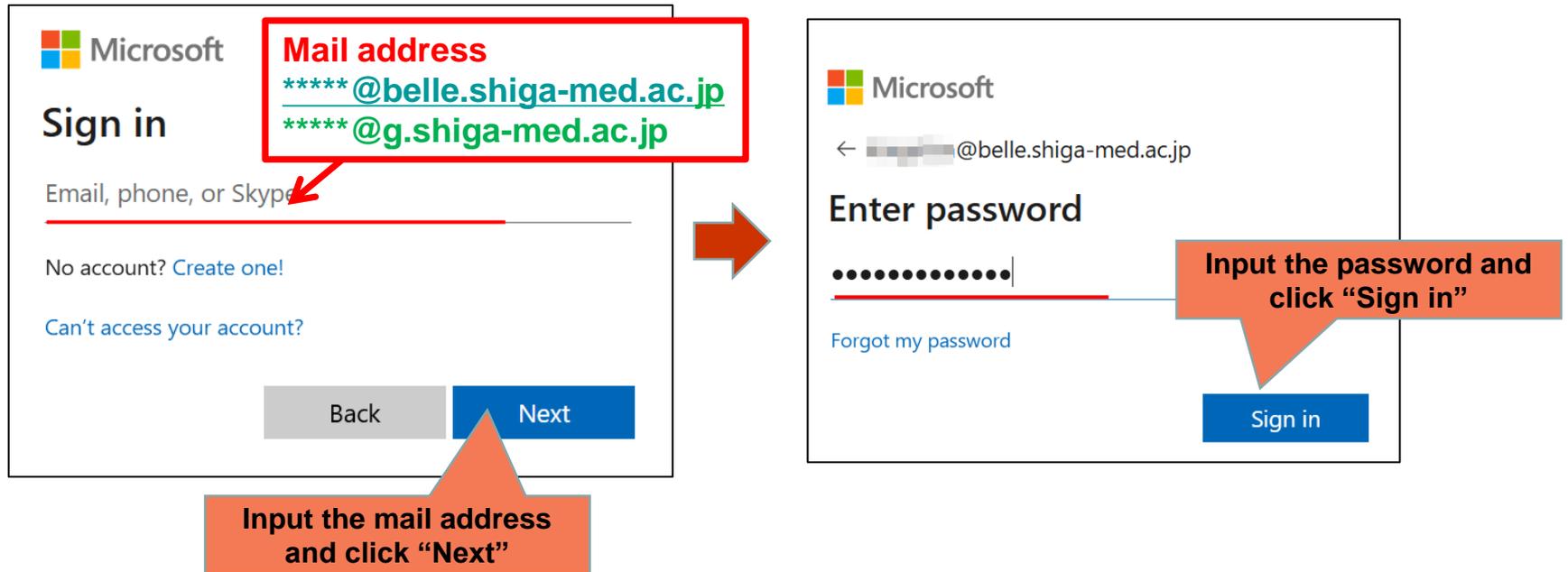
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Login to the Microsoft365

Access to the Microsoft 365 Portal <https://login.microsoftonline.com/>

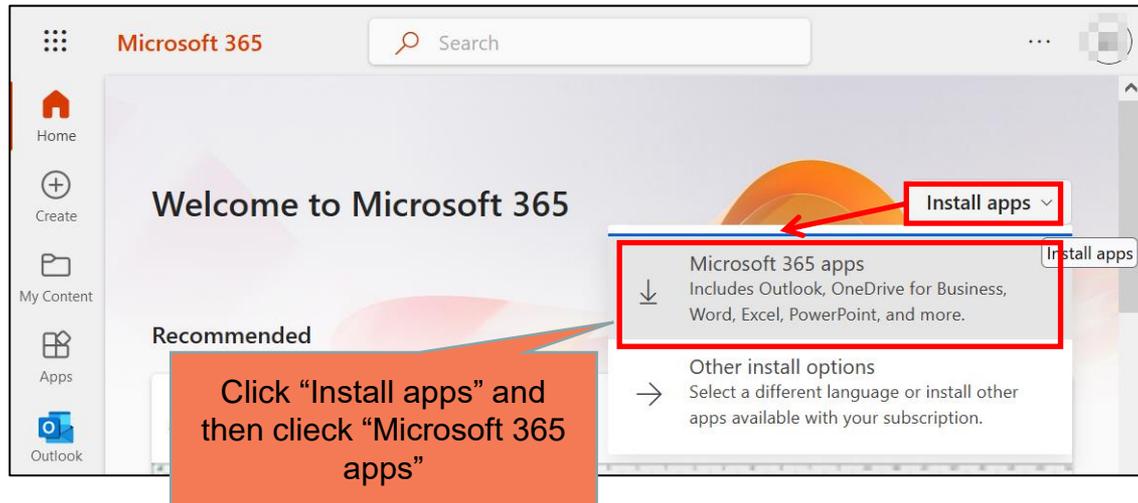


Before Process

If you still Sign in with no sums account (e.g. *****@gmail.com) , please sign out and close your browser.

Installation of Office application

Install the Office



When you want to install other language or install the 32bits application, please select the "Other install options"
→ Next page

Installation continues as follows.



(Appendix) Installation of other language and 32 bit office

From my account, select “Apps % devices” and select the language or version of Office and click “Install Office”

The screenshot displays the 'My account' page with a sidebar on the left containing navigation options: My account, Personal info, Subscriptions, Security & privacy, App permissions, Apps & devices, and Tools & add-ins. The 'Apps & devices' option is highlighted with a red box. The main content area is titled 'Apps & devices' and features two application cards. The 'Office' card shows a row of application icons (Word, Excel, PowerPoint, OneNote, Access, Publisher, Outlook, Skype, and OneDrive) and configuration options for 'Language' (English (United States)) and 'Version' (64-bit), both in dropdown menus. A red box highlights these two dropdowns, with a red arrow pointing from the 'Apps & devices' sidebar item to them. To the right of the Office card is a red 'Install Office' button, also highlighted with a red box. Below the Office card is a 'DEVICES' section with a dropdown arrow. The 'Skype for Business' card shows configuration options for 'Language' (English (United States)), 'Version' (64-bit), and 'Edition' (Skype for Business Basic.), all in dropdown menus. A blue 'Install Skype' button is located to the right of the Skype card.

(Appendix) How to confirm the office-installed device

Select “Apps & devices” from my account, select the “device”. The list of devices which office has installed are displayed. (Sign out the unnecessary device)

Apps & devices

Office

Language [ⓘ]
English (United States)

Version
64-bit

Install Office

DEVICES

SIGN OUT OF OFFICE [ⓘ]

Sign out

Sign out

Sign out

Please sign out if needed.